

Government of Odisha  
G.A.&P.G. Department

OFFICE MEMORANDUM  
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No. GAD-SC-DMS-0001-2017- 9162 /Gen. Dated 29<sup>th</sup> April, 2017

**Subject: - Periodic review of disciplinary/criminal proceedings instituted against the Government Servants.**

In order to avoid delay of promotion of Government Servants involved in disciplinary/criminal proceedings for a pretty long time, a set of procedures was prescribed in G.A. Department Office Memorandum No.14640 dated 04.07.1995 to consider the feasibility of allowing ad-hoc promotion, if tenable in the public interest.

It has come to the notice of the Government that on account of these provisions the disciplinary proceedings in most of the cases are not being attended to sincerely for its early disposal and the above provisions are being resorted to as a routine matter which are contrary to the public interest. Such a situation always puts the Government in embarrassing position.

Government, after careful consideration of the above aspect, have been pleased to withdraw this Department Office Memorandum No.14640 dated 04.07.1995 with the direction that henceforward all the disciplinary proceedings / criminal cases pending against Government servants shall be reviewed quarterly by the Committees prescribed below so as to ensure that such cases do not linger indefinitely.

*The Administrative Department concerned shall take immediate action as per the findings and decision of the Committee to expedite the pending disciplinary proceedings and criminal cases.*

**Review Committees for :-**

(a) all Group-A Officers in Pay Band-4 or equivalent rank.

i	Development Commissioner	Chairman
ii	Special Secretary, G.A. Department.	Member
iii	Secretary of the Administrative Department	Member convener

(b) Group-A Officers in Pay Band-3 or equivalent rank.

i	Secretary of the Administrative Department concerned.	Chairman
ii	Special Secretary/ Representative of G.A. Department.	Member
iii	Senior most Officer of the Administrative Department concerned/Heads of the Department concerned.	Member convener

(c) All Group-B officers-

i	Secretary of the Administrative Department concerned.	Chairman
ii	Heads of the Department/ Head of Office concerned.	Member
iii	Special Secretary/Addl. Secretary/ Joint Secretary of the Administrative Department	Member convener

(d) All Group-D employees-	
i	Secretary of the Administrative Department/ Heads of the Department/Head of Office concerned (as the case may be)
ii	Any other two senior Officers of the Department/ Heads of the Department / Head of Office concerned (as the case may be)

Chairman

Member/  
member  
convener

(e) All Group-D employees-	
i	Appointing Authority concerned
ii	Any other two senior Officers of the Department/ Heads of the Department / Head of Office concerned (as the case may be)

Chairman

Member/  
member  
convener

It is accordingly requested that the above instructions are followed strictly.

This order shall be effective from the date of issue.

*J. Shuk*  
29/4/17

Special Secretary to Government

Memo No. 9163/ Gen., Dated. 29/04/2017

Copy forwarded to all Departments of Government/ all Heads of Departments/ all Collectors for information and necessary action.

It is requested to issue instructions to all sub-ordinate Offices functioning under their administrative control accordingly.

*G. Jha*  
29/4/17

Additional Secretary to Government

Memo No. 9164/ Gen., Dated. 29/04/2017

Copy forwarded to all Branches of G.A. Department / Guard file (10 copies)/ G.A. Department Library (10 copies) for information and necessary action.

*G. Jha*  
29/4/17

Additional Secretary to Government

Memo No. 9165/ Gen., Dated. 29/04/2017

Copy forwarded to the Head of Portal Group, I.T Centre, Secretariat with a request to post this Office Memorandum in the website of G.A. Department for general information.

*G. Jha*  
29/4/17

Additional Secretary to Government